

Please provide the following information, and submit to the NOAA DM Plan Repository.

Reference to Master DM Plan (if applicable)

As stated in Section IV, Requirement 1.3, DM Plans may be hierarchical. If this DM Plan inherits provisions from a higher-level DM Plan already submitted to the Repository, then this more-specific Plan only needs to provide information that differs from what was provided in the Master DM Plan.

URL of higher-level DM Plan (if any) as submitted to DM Plan Repository:

1. General Description of Data to be Managed**1.1. Name of the Data, data collection Project, or data-producing Program:**

Benthic Grab Data for September 2001 in Wells, Maine (benthos)

1.2. Summary description of the data:

In fall 2001, researchers from the Wells National Estuarine Research Reserve, Virginia Institute of Marine Science, and the NOAA Office for Coastal Management conducted a project to map benthic habitats in the York and Webhannet rivers in southern Maine. The team completed two weeks of fieldwork in September 2001, collecting sediment profile images at 382 stations and sediment grab samples at 93 stations. This data set represents the benthic community information gathered from grab sampling.

Original contact information:

Contact Name: Dr. Michele Dionne

Contact Org: Wells National Estuarine Research Reserve

Phone: (207) 646-1555

1.3. Is this a one-time data collection, or an ongoing series of measurements?

One-time data collection

1.4. Actual or planned temporal coverage of the data:

2001-09-11 to 2001-09-18

1.5. Actual or planned geographic coverage of the data:

W: -70.682172, E: -70.55111, N: 43.329201, S: 43.125142

1.6. Type(s) of data:

(e.g., digital numeric data, imagery, photographs, video, audio, database, tabular data, etc.)
Map (digital)

1.7. Data collection method(s):

(e.g., satellite, airplane, unmanned aerial system, radar, weather station, moored buoy, research vessel, autonomous underwater vehicle, animal tagging, manual surveys, enforcement activities, numerical model, etc.)

1.8. If data are from a NOAA Observing System of Record, indicate name of system:**1.8.1. If data are from another observing system, please specify:****2. Point of Contact for this Data Management Plan (author or maintainer)****2.1. Name:**

NOAA Office for Coastal Management (NOAA/OCM)

2.2. Title:

Metadata Contact

2.3. Affiliation or facility:

NOAA Office for Coastal Management (NOAA/OCM)

2.4. E-mail address:

coastal.info@noaa.gov

2.5. Phone number:

(843) 740-1202

3. Responsible Party for Data Management

Program Managers, or their designee, shall be responsible for assuring the proper management of the data produced by their Program. Please indicate the responsible party below.

3.1. Name:**3.2. Title:**

Data Steward

4. Resources

Programs must identify resources within their own budget for managing the data they produce.

4.1. Have resources for management of these data been identified?**4.2. Approximate percentage of the budget for these data devoted to data management (specify percentage or "unknown"):****5. Data Lineage and Quality**

NOAA has issued Information Quality Guidelines for ensuring and maximizing the quality, objectivity, utility, and integrity of information which it disseminates.

5.1. Processing workflow of the data from collection or acquisition to making it publicly

accessible

(describe or provide URL of description):

Process Steps:

- 2001-09-01 00:00:00 - Field Methods: Grabs for sediments and benthos were collected from 11 to 18 September at a total of 93 stations. A Young grab, 0.044 m² surface area, was deployed twice to collect a sample for substrate and a sample for benthic community data. The Young grab is the same sampler used by EPA in its Environmental Monitoring and Assessment Program (EMAP) and Mid-Atlantic Integrated Assessment (MAIA) programs. The Young grab is similar to a van Veen grab that has been placed in a frame to hold it level with the sediment surface while a sample is collected. Grabs without frames tend to twist and collect uneven samples. Because of its frame, the Young grab functions well in both soft and hard sediment. Laboratory Methods: A grab for benthic fauna was washed in the field over a 0.5-mm mesh screen and preserved in 10% Formalin. To facilitate the sorting process, Rose Bengal was added to the Formalin. In the laboratory each sample was washed over a 0.5-mm mesh screen with water and sorted to major taxonomic categories such as polychaetes, amphipods, and bivalves. After sorting, the organisms were identified and enumerated. Identifications were made at the lowest practical taxonomic level, usually species by Tim Morris (Cove Corporation, Lusby, MD; polychaetes, crustaceans, miscellaneous taxa) and Nancy Mountford (Cove Corporation; mollusks). After identification samples were placed in 2% Formalin and biomass determined by Lisa Scott (Versar Corporation, Columbia, MD).
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- 2004-05-01 00:00:00 - Data from field samples was entered into an Access database for the Wells, Maine benthic survey. A query was developed to review benthic community data from all grab sampling stations. See Entity and Attribute section for more information on data collected. A shapefile was created using the field data in the Access database to show spatial trends in benthic community distribution in the two rivers.

5.1.1. If data at different stages of the workflow, or products derived from these data, are subject to a separate data management plan, provide reference to other plan:

5.2. Quality control procedures employed (describe or provide URL of description):

6. Data Documentation

The EDMC Data Documentation Procedural Directive requires that NOAA data be well documented, specifies the use of ISO 19115 and related standards for documentation of new data, and provides links to resources and tools for metadata creation and validation.

6.1. Does metadata comply with EDMC Data Documentation directive?

No

6.1.1. If metadata are non-existent or non-compliant, please explain:

Missing/invalid information:

- 1.7. Data collection method(s)
- 3.1. Responsible Party for Data Management
- 4.1. Have resources for management of these data been identified?
- 4.2. Approximate percentage of the budget for these data devoted to data management
- 5.2. Quality control procedures employed
- 7.1. Do these data comply with the Data Access directive?
 - 7.1.1. If data are not available or has limitations, has a Waiver been filed?
 - 7.1.2. If there are limitations to data access, describe how data are protected
- 7.4. Approximate delay between data collection and dissemination
- 8.1. Actual or planned long-term data archive location
- 8.3. Approximate delay between data collection and submission to an archive facility
- 8.4. How will the data be protected from accidental or malicious modification or deletion prior to receipt by the archive?

6.2. Name of organization or facility providing metadata hosting:

NMFS Office of Science and Technology

6.2.1. If service is needed for metadata hosting, please indicate:**6.3. URL of metadata folder or data catalog, if known:**

<https://www.fisheries.noaa.gov/inport/item/47906>

6.4. Process for producing and maintaining metadata

(describe or provide URL of description):

Metadata produced and maintained in accordance with the NOAA Data Documentation Procedural Directive: https://nosc.noaa.gov/EDMC/DAARWG/docs/EDMC_PD-Data_Documentation_v1.pdf

7. Data Access

NAO 212-15 states that access to environmental data may only be restricted when distribution is explicitly limited by law, regulation, policy (such as those applicable to personally identifiable information or protected critical infrastructure information or proprietary trade information) or by security requirements. The EDMC Data Access Procedural Directive contains specific guidance, recommends the use of open-standard, interoperable, non-proprietary web services, provides information about resources and tools to enable data access, and includes a Waiver to be submitted to justify any approach other than full, unrestricted public access.

7.1. Do these data comply with the Data Access directive?

7.1.1. If the data are not to be made available to the public at all, or with limitations, has a Waiver (Appendix A of Data Access directive) been filed?

7.1.2. If there are limitations to public data access, describe how data are protected from unauthorized access or disclosure:

7.2. Name of organization of facility providing data access:

NOAA Office for Coastal Management (NOAA/OCM)

7.2.1. If data hosting service is needed, please indicate:

7.2.2. URL of data access service, if known:

ftp://ftp.coast.noaa.gov/pub/benthic/Grab_Sample_Data/ME_Wells_benthos.zip

7.3. Data access methods or services offered:

Alternately, the data can be obtained by contacting the Wells National Estuarine Research Reserve. Address: 342 Laudholm Farm Road, Wells, Maine 04090 Phone: (207) 646-1555;

7.4. Approximate delay between data collection and dissemination:

7.4.1. If delay is longer than latency of automated processing, indicate under what authority data access is delayed:

8. Data Preservation and Protection

The NOAA Procedure for Scientific Records Appraisal and Archive Approval describes how to identify, appraise and decide what scientific records are to be preserved in a NOAA archive.

8.1. Actual or planned long-term data archive location:

(Specify NCEI-MD, NCEI-CO, NCEI-NC, NCEI-MS, World Data Center (WDC) facility, Other, To Be Determined, Unable to Archive, or No Archiving Intended)

8.1.1. If World Data Center or Other, specify:

8.1.2. If To Be Determined, Unable to Archive or No Archiving Intended, explain:

8.2. Data storage facility prior to being sent to an archive facility (if any):

Office for Coastal Management - Charleston, SC

8.3. Approximate delay between data collection and submission to an archive facility:

8.4. How will the data be protected from accidental or malicious modification or deletion prior to receipt by the archive?

Discuss data back-up, disaster recovery/contingency planning, and off-site data storage relevant to the data collection

9. Additional Line Office or Staff Office Questions

Line and Staff Offices may extend this template by inserting additional questions in this section.